



P.O. Box 914 • Adelanto, CA 92301-9998

CGIA BOARD OF DIRECTORS MEETING **And REGIONAL GIS COUNCIL FORMATION WORKSHOP**

Thursday, November 21, 2002, 9:00 am – Noon

Conference Call Hosted by: Kern COG-**Bakersfield**, ISIS Center-**Fresno**, MTC/BARGC-**Oakland**, Mendocino COG-**Ukiah**, SCAG-**Los Angeles**, SCAG/Southeastern California RGC-**Riverside**, Inyo County Water Dept./ESLIN-**Bishop**, Butte COG-**Chico**, SaCOG-**Sacramento**, City of Modesto-**Modesto**, Calaveras COG-**San Andreas**, Santa Barbara County/CIRGIS-**Santa Barbara**, Sweetwater Authority-**San Diego**, Humboldt Area GIS-**Eureka**, Ca. Dept. Fish & Game-**Redding**, Central Coast Joint Data Committee (tent.)-**Monterey**, SLO ArcGIS User Group – **San Louis Obispo**, Nevada County GIS – **Nevada City**
[The above meeting locations do not necessarily correspond to the candidate Regional GIS Councils.]

PRELIMINARY AGENDA

CONFERENCE CALL RULES OF ORDER – To facilitate the exchange of information and note-taking by the secretary, the following rules of order must be strictly abided by to assure a successful conference call.

- 1) **Whenever possible activate the mute button** on the speaker phone to cut down on background noise from side conversations, typing, etc. If a mute button is not available then all participants at that location should practice the “quiet game” during the call, and write down comments and questions for discussion after the conclusion of the conference call. The call-in site host is charged with enforcing this rule.
- 2) When speaking to the entire group, first turn off the mute button, then identify yourself in the following manner:
 - a. The **first time speaking say:** “**This is [FIRST AND LAST NAME]**” and then **SPELL OUT LAST NAME** for the secretary, **then state your “[RELEVANT AGENCY AFFILIATION.]”** CGIA Board Members may wish to identify themselves by their Directorship title as well.
 - b. **Each additional time you speak say:** “**This is [FIRST AND LAST NAME] of [AGENCY AFFILIATION]**”
 - c. It is not necessary to re-state your name during an ongoing discussion or presentation. However, anyone may ask a speaker to re-identify his or herself at anytime without having to state their name first.
- 3) **Be brief** and try refrain from making unnecessary comments or questions.
 - a. Always write down questions or comments while someone else is speaking.
 - b. Try to think of the broader audience. Avoid questions that are only relevant to your local circumstance.
 - c. If the meeting is behind schedule, consider asking questions in a follow-up phone call or email.
- 4) Some of the presentations will be narrated tours of on-line websites. If your browser site is slower than the rest, try to keep up by having someone write down the steps as the presentation is narrated. If that does not work, or if there is a problem and you get lost, **as a last resort please ask the presenter for assistance.** You do not need to identify yourself to do this. Depending on the time available, the Chair may request that the presentation proceed without waiting for that call-in site.
- 5) Voting – Only CGIA Board Members may vote on an issue. Voting may take place by voice vote. If there is a dissenting vote, then a roll call vote is required. The Secretary must read the roster of those board members that are present and record their response

9:05 – 10:00 REGIONAL GIS COUNCILS (RGC) FORMATION WORKSHOP

- 9:00 1) Sites dial-in and review Rules of Order - **Rob Ball** (5 min)
- 9:05 2) **California GIS Council Status/Role of the Official State Recognized RGCs** (10 min.)
Luree Stetson, California GIS Council, Assistant Secretary of Resources (tent.)
Ron Brummett, California GIS Council, Chair of the Subcommittee on Regions
- 9:10 3) **RGC Application Process & Deadlines** – **Rob Ball** (5 min)
- 9:15 4) **Candidate RGC Roll Call and 30 sec. Status Reports:** San Diego, Southeastern California, LA-Orange Co., CIRGIS, SLO, ESLIN, SJV-ISIS, Gold Country, Stanislaus, CCJDC, BAR-GC, SaCOG, Nevada County, Butte COG, Mendocino, RAGU, HAGIS, Others? (15 min)
- 9:30 5) **Creating a Governing Document for a New Consensus Based RGC**
Robert Slobodian – CSU Fresno ISIS Center (20 min.)
- 9:55 6) **Set Preliminary Call-in Locations for Next Meeting/Workshop**

10:00 – Noon CGIA BOARD OF DIRECTORS MEETING

I. BOARD ROLL CALL

Officers:

Secretary: [LeeAnn Garcia](#), California League of Cities
Mayor, City of Grand Terrace/ *Substitute* - [Alice Weed](#), County of San Diego
Health & Human Services Agency
Vice Chair: VACANT
Treasurer: [Steve Kunkel](#), San Diego Association of Governments
Chair: [Rob Ball](#), Kern Council of Governments

Directors Representing:

Cities

[\(1st year\) Bob Amos](#), City of Bakersfield
[\(2nd year\) Scott Fabbro](#), City of Glendale

County Government

[\(1st year\) Laurie Kurilla](#), Santa Barbara County Assessor, Recorder and Elections Dept.
[\(2nd year\) Alice Weed](#), County of San Diego Health & Human Services Agency

Education

[\(2nd year\) Robert Slobodian](#), Interdisciplinary Spatial Information Systems (ISIS) Center
California State University Fresno
[\(1st year\) Karen B. Willett](#), Department of Environmental Science and Policy
University of California, Davis

Federal Government

[\(1st year\) Marti Ikehara](#), National Geodetic Survey
[\(2nd year\) Vicki Lukas](#), USGS

Private Business

[\(1st year\) Craig Gooch](#), Psomas
[\(2nd year\) Chris Thomas](#), E.S.R.I.

Professional Societies and Not-for-Profits

[\(1st year\) LeeAnn Garcia](#), California League of Cities
[\(2nd year\) Bret Keesler](#), California Cadastral Mapping Association

Public Utilities

[\(2nd year\) George Silva](#), Sweetwater Authority
[\(1st year\) Fred Wong](#), Union Sanitary District

Regional Government

[\(2nd year\) Joe Concannon](#), Sacramento Area Council of Governments
[\(1st year\) Steve Kunkel](#), San Diego Association of Governments

State Government

[\(2nd year\) Ray McDowell](#), California Resources Agency
[\(1st year\) Robin Marose](#), Department of Forestry and Fire Protection

10:02 a.m.

II. CGIA 2002-03 OBJECTIVES STATUS REPORTS

1. Advocacy Objective - GIS Project Partnership Catalog – Status: Complete

1.1 Website Demonstration – **Ray McDowell**, California Resources Agency
- www.cgia.org under “Information Center” select “Data Partnerships”

2. Advocacy Objective – Legislative/Standards Watch (State, Federal, ISO)

2.1 Website Posting on Homeland Security – **Chris Thomas**
- www.cgia.org under “Legislation” select “Past/Current Legislation”

2.2 Links and List Serve Status – **Craig Gooch**

Links - www.cgia.org under “Links” select “Data Sources, Job Listings, Organizations”

List Serve - www.cgia.org under “CGIA Membership” select “Listserve Sign-up”

2.3 Federal GIS Initiatives – **Vicki Lukas** – National Map, FGDC One-Stop Standards

2.4 Goals on Data Sharing for Local & State Agencies – **Joe Concannon**

2.5 Promote Model Disclaimer Agreement – **Rob Ball**

3. Advocacy Objective – Coordination with State GIS Council Activities

3.1 California GIS Council Status - **Rob Ball**

3.2 Promote Regional GIS Councils – RGC Formation Workshop – **Rob Ball**

4. Education Objective – Providing GIS Educational Resources

4.1 Cooperative Educational Project Opportunities – **Karen Willett**

4.2 Maintain Education Links on website – *Education Committee*

5. Communication Objective – Providing GIS Information via the Web

5.1 Collaborate with the GIS Council, CERES, FGC3, CMCC, others to coordinate user access, roles and responsibilities, and points of collaboration. - **Robin Marose**

5.2 New Web Capabilities: GIS peer resource database, Framework data partnerships/proposals database (complete), Forum for discussion of relevant GIS issues, including issues related to the State GIS Council, Enhance existing Education section of CGIA site, Improve Links section of CGIA site, On-line CGIA newsletter – **Robin Marose**

6. Communication Objective – Internet - Main CGIA Communications Tool

6.1 Maintain current relations with UCD-ICE to provide a stable web-hosting capability for the CGIA site. **Karen Willett**

6.2 Secure private contractor(s) to maintain CGIA site contents (events, legislation, links, education), and add functionality (priorities listed in 5.2). *Communications Committee*

6.3 Where appropriate, adapt and utilize existing web resources through partnerships. *Communications Committee*

6.4 Promote and facilitate discussions of relevant GIS issues utilizing capabilities developed under

6.5 Develop a list-serve of CGIA membership for the sole purpose of communicating CGIA business. **Ingrid Bruce/Karen Willett**

6.6 Develop list-serve of CGIA members and non-members that elect to be informed of additional GIS-related news. **Karen Willett**

6.7 Monitor CGIA site use, develop quarterly reports for Board meetings **Robin Marose/Karen Willett**

11:10 a.m.

III. APPROVE MEETING NOTES FROM LAST MEETING – voice vote

11:12 a.m.

IV. STATUS ON ACTION ITEMS FROM LAST MEETING

1. ACTION ITEM

Dean Angelidies is to send the Bank Account Information and Signature to Steve Kunkel By September 30, 2002

2. ACTION ITEM

a. Prepare email to membership on dues renewal --**Robin, Karen,** and **Joe--Rob** to approve (See **Attachment: CGIA_Renewal_11-20-02.doc**)

b. Recommendation on the mail to Treasurer process (one suggestion is to have checks go to **Steve Kunkel**). **George** to ask **Steve** and **Jeff Taymen** best terms of banking. Wells Fargo Account suggested since SANDAG is in their building.

3. ACTION ITEM:

Group agreed to establish a "Legislative Watch Oversight Committee" to review legislation. Until committee is created, our Chair, **Rob Ball** will serve as the reviewer. So if anyone wants legislation posted to the website, email to Rob, and Rob will send out to Board before posting to the web. It was agreed that CGIA should not be advocating and should have a disclaimer stating that we are an "information source on GIS".

4. ACTION ITEM:

Update Survey - get rid of question #9;

use #8 add URL to new "peer resources interactive database";

eliminate of #19 and 20

Change to #10

Changes to #12 Under "program priorities" change "you" to "what CGIA should"

11:15 a.m.

V. COMMITTEE REPORTS

1. Treasurer – *Steve Kunkel-Dean Angelidies*
2. Membership – November & May Mailings - *Joe Concannon, George Silva, Alice Weed, Laurie Kurilla*
3. Annual Meeting –4/10/02-Palm Springs – *LeeAnn Garcia*
4. Nominations and Elections – *Bob Amos*
5. Awards – *Marti Ikehara*
6. Online Questionnaire/02-03 Objectives – *Rob Ball/Joe Concannon*
7. Web/Education/Federal/State/LegWatch – Covered in Objectives Status Reports

11:30 a.m.

VI. NEW BUSINESS

1. **Approve Appointment of New Vice Chair** - Must be a sitting Director on the Board. *George Dondero* had to resign. *Joe Concannon* has agreed to be considered – **voice vote**
2. **Approve Appointment of New Director** - Board must approve new appointee by the Chair. Must be a CGIA current member. *Mike Skrowneck*, MTC has agreed to be considered. – **voice vote**
3. **Establish a Legislative Oversight Committee** - *Rob Ball*
4. **Evaluate and Make Recommendations New Teleconference Format**
5. **Approve Next Meeting Date, Times and Locations**
 - Thursday, Feb 13, 2003 - Teleconference - 9-Noon?
 - Tuesday, April 8, 2003 Palm Springs Convention Center 2:00 p.m. to 5:00 p.m. in conjunction with the California GIS Conference (to conduct business)
 - Thursday, April 10, 2003 Palm Springs Convention Center timeTBA 1.5 hours Annual meeting (to market and educate)
 - May 29, 2003---Davis?--teleconference 10-3?

11:45 a.m.

VII. OTHER BUSINESS/MEMBER STATEMENTS

Noon

VIII. ADJOURN

The purpose of the California Geographic Information Association is to:

- *Encourage appropriate, coordinated, and cost effective use, acquisition, exchange, and management of geographic information in the State of California;*
- *Promote the use of consistent standards, procedures, and mechanisms for ensuring the accuracy and quality of geographic information used and created by public and private entities in California;*
- *Support and promote the practice of GIS;*
- *Monitor developments in the field of GIS and inform the membership of same;*
- *Serve as a resource for its membership; and,*
- *Provide a forum for the exchange of ideas and information.*